

Salem SPACE Board Meeting  
February 7<sup>th</sup>, 2012  
7pm, Panera Bread, Swampscott MA

Start: 7:00pm

End: 8:55pm

Board Members Present: Mike O'Brien, Bart Hoskins, Andrew Gagnon, Sarah Gagnon, Bill Beal, Shawn Brady, Elaine McCormack

Board Members Absent: Ann Brady, Alex Lawner

Proceedings

Minutes from Last Meeting

-Minutes Approved – Bart motion, Andrew 2<sup>nd</sup>

Treasurer's Report

-\$372.85 balance

-Check sent to Boundless Networks for \$388.93 for magnets

-18 magnet sales deposited totaling \$90.00

-Additional magnet sales – money to be brought to next meeting

-352 passes sold in 2011

-4 passes sold to date in 2012

Passes

-2012 tags inventory dropped at all 3 locations

-Deadline to get your 2012 pass: April 1

-Sarah to email members announcing pass sales with all 3 locations, FB post with just tag sales at Parks and Rec

Lighting

-Andrew brought in 3 lights that Cable, Splicing, and Testing has donated

-One pole has been dropped in the park, 2<sup>nd</sup> pole in reserve

-City Electrician says we can use the existing wiring

-Just waiting on final city approvals

-Bart meeting with Mayor to discuss tomorrow AM

-No monthly fee

-Lights probably not going to be on a timer, will be photosensor

-We drop the poles in place, city will wire to them

-We will drop holes for roofing structure at the same time

## Website

- Steff has proposed using a new Wordpress version with a one time fee of \$45
- Updates to site so far include:
  - Addition of Rainbow Bridge page
  - Addition of Rumor Has It page
  - Meet the Board section with pictures and descriptions
  - Safety has its own page
  - Suggestion section includes a form
  - Included a Google map to coincide with directions
- Facebook page ad cost \$0.73 per click
  - Will reach 4140 people within 10 miles of Sales that are 18+ and love dogs
  - Great idea but a little costly for us at the moment

## By-Laws

- Article 1 amended to note the Fiscal Year End of October 31<sup>st</sup>
- Mike to bring all amendments to the next meeting and Andrew will update the document and resend to the Board

## Tax Reporting

- Need to report by March 15<sup>th</sup>, the 15<sup>th</sup> day of the 5<sup>th</sup> month after Fiscal year end
  - Mike to file for SPACE
- Bart filed all back years of annual reports
  - Andrew will include these in the Policies and Procedures Manual

## Benches

- Mike brought a member concern that the current position of the granite benches are unsafe for the dogs as one dog was hurt running into it
- BOD agreed to leave in place for now until the construction plan is finalized in early spring

## Policy & Procedure Manual

- Andrew to bring in hard copy to the next meeting and we will review all of the important dates

## Spring Fundraiser

- BOD decided to focus on a fundraiser that includes the dogs
- We will decide on a date next month
- Also plan for a calendar for 2013 – begin work on project in late May early June
- FB profile picture contest in April

### Rabies Clinic

- Clinic in May at police station – would like to set up a table promoting SPACE

### Fidelco Dogs

- Sarah to email organizer to establish a relationship
- Possible teamwork for future events

### Brochures

- Sarah to put 50 copies at the city clerk's office for distribution to those coming in to renew their dog licenses

### Annual Meeting

- April 2<sup>nd</sup>, 7pm Parks and Rec
- Sarah to begin promoting

### Next Meeting

- March 12<sup>th</sup>, 7pm Panera Bread